USER MANUAL FOR PDA
HP iPAQ 614C

for usage with e-budbok

Rev. 3.02

When receiving the PDA, it is set with a SIM card, and with the correct settings for connection to a mobile network.

Charging:

- A charging cable is enclosed. Contact point is at the bottom of the PDA.
- When not in use, the PDA should be connected to power.

Getting started:

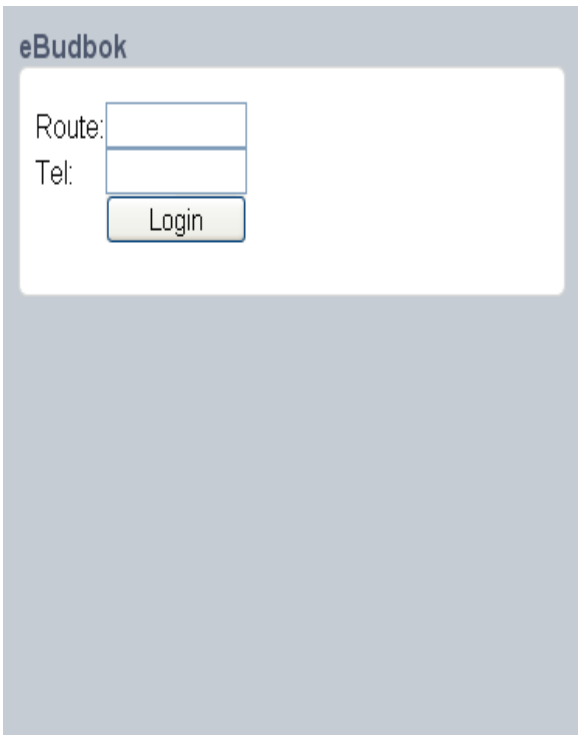
- Press the on/off button quick and easy. The PDA will start like any other mobile phone.
- When requested a PIN-code, enter the PIN-code provided with the PDA. The PIN-code may be entered using the pointer pressing the numbers on the screen, or by using the keyboard. Then press the green button on the screen, or the enter button on the keyboard ( ).

Keyboard:

- The keyboard on the screen can be accessed at any time by putting the pointer on the keyboard sign at the bottom of the screen.

Internet:

- E-budboken is on the web. Start internet by clicking the internet button on the top left of the PDA.
- Internet may also be started by clicking the START-button on the top left corner of the screen, and then choose Internet Explorer.
- The PDA will then connect to internet, and will show the logon page for budbok.no when connected.
- Use the pointer and click the field "**Route**" and enter the route number.
- The do the same for entering your phone number in the next area "**Tel:**".
- Then press "**Login**" on the screen.



When logged in:

- When logged in you are given several options.
  - **Ready: -** shows the estimated time of arrival of the papers
  - **Start** – Press to start the route
  - **(Stopp** – Press to end the route. Only available after registering **Start** first)**)**
  - **New:** – Press to show TILGANG. The digit shows the amount of tilgang
  - **Stop:** - Press to show who has stopped
  - **Msg:** - Press to see complaints/messages
  - **Show (XXX)** – Press to show the route in walking order.
  - **Change route** – Switching between routes, if you have more than one.
  - **Log out** – Press to log out from the route you are logged in to.

Show (XXX) –Displaying the route in walking order.

On the top of the page you'll see which route number you are looking at, and which date this list is valid for. Below this, you'll find five buttons..

– **Home.** This leads you back to the start page.

– **Settings.** To adjust wether you want to see only the modules and changes in the list, it can be adjusted here.

- Walking order. Choose which walking order you prefer, or change the name of a walking order. "Default" is the company's walking order, and it will be chosen unless you have chosen a different order.

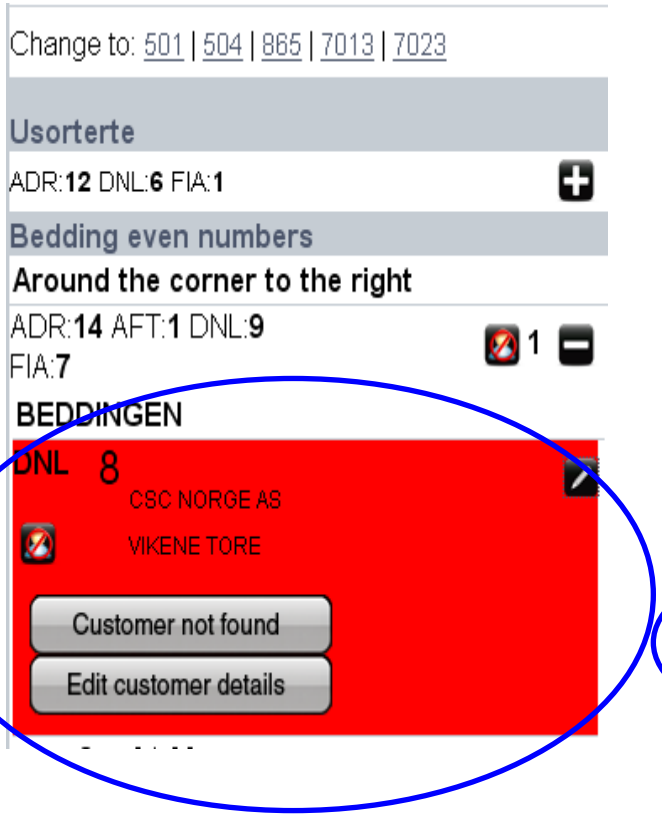
- Save. Save a copy of today's list. You can show it at anytime by opening it from "mine dokumenter".

- **Help.** Description of symbols used.

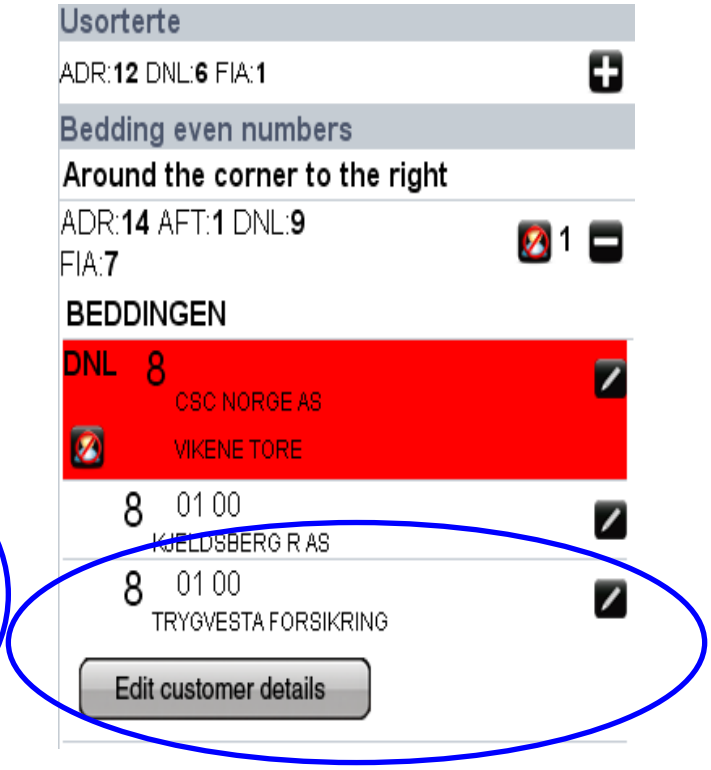
In this example you'll find it listed "Usorterte". This are the subscribers not arranged in walking order. This could be due to several reasons, but it is important that it is reported to your manager, so it can be adjusted. Tap on to se the subscribers in question.

Then you see the first module with the module name (**NTNUI Dragvoll, husk pakker)** and any description if available. The modules are marked with a grey background.
You can also see the amount of papers in the module, followed by the first delivery.
The street name is listed with bold letters first. The street name will appear only once, with the house numbers reflecting to that street, as well as the floor number and apartment number. The street name will only appear when you are moving from one street to another.
Note that there is a stippled line separating the subscribers. Everything between two stippled lines, concerns only one subscriber.
By clicking the pencil ( ) , you can retrieve further information, as well as editing the floor number, apartment number and the description. You can also report back on customers not found this way, but only on those new subscribers, subscribers that stops or have messages.

Subscriber with message



Subscriber without message



- **Full screen and changing text size for the internet**
    - Press "Meny" (menu) at the bottom right on the screen. Then press "Vis" (show) in the menu that appears.
        - Choose "Full skjerm" for full screen viewing.
            - To get back to normal showing again, put the pointer to the screen for about a second. A menu will appear. Mark "Full skjerm" again.

        - To change text size, press "Tekststørrelse" in the same menu, and then choose the preferred size. Biggest on top.

- When viewing the list, you will need to scroll down to view all subscribers. This can be done in several ways.
    - You may use the pointer and use the scrolling marker on the right side of the screen, in Internet Explorer. Push it up or down, or use the small arrows on the top or bottom to move it up or down.
    - You can also let your finger slide around the circle to move the page up or down.
    - There is also the scrolling button on the left side of the PDA.
        - By pushing the button quickly up or down, you are scrolling one page for each quick push.
- Going forward or back between the internet pages can be done by putting the pointer to the screen for about one second, and then choose "fram" for forward, or "tilbake" to go back.

Calling using PDA

- This PDA is also working as a cellular phone. Dial the number you want to call by pressing the buttons on the keyboard, as when you are using any other phone. Press the green button to make the call, and the red button to hang up.

Turning off PDA

- Press the on/off-button, and hold it in until you get a confirmation message on the screen. Press "Ja" on the screen to turn it off.
- By using a short, quick press on the on/off-button, you are leaving the PDA in standby mode. It is then still using a little power, but is quickly returnable to working mode.